

NEW HAMPSHIRE FIRE STANDARDS & TRAINING COMMISSION

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MINUTES OF MEETING September 5, 2001

Members Present: William Porter, Stephen Judge, Rick Plummer, Les Cartier, David Duquette, Roger Hatfield, Paul Fortier, John Hoglund, Peter Russell, Joseph Butts, Charles Chalk, Richard Mason.

Members Absent: Robert Nelson, John Stephen, Scott Carrigan, Donald Bliss.

Others Present: Division of Fire Standards & Training Staff--Bruce McPherson, Bureau Chief; Susan Beaudoin, Recording Secretary; Chris Silver, Staff Instructor.

I. CALL TO ORDER

Item 1. Pledge of Allegiance to Flag. The meeting of the New Hampshire Fire Standards & Training Commission was called to order by Chair Paul Fortier at 9:35 a.m. on Wednesday, September 5, 2001 at the Richard M. Flynn Fire Academy. The Pledge of Allegiance to the Flag was recited.

II. APPROVAL OF MINUTES

Item 1. June 6, 2001. Commissioner Duquette had a question regarding the statement on page 5, paragraph 4, of the Minutes of the June 6, 2001 Commission meeting as to whether or not Groveton's Confined Space Rescue would be a pilot program; Director Mason stated that it will not be a pilot program.

Motion made, seconded, and passed to accept the Minutes of the June 6, 2001 Commission meeting as printed and distributed with the following correction from Commissioner Duquette: page 7, paragraph 3, last sentence, delete "who are the most

people” so that the sentence now reads: “He would like to see the Fire Prevention Society have some serious input into this because it involves heavily the people who are going to take these courses.”

III. CHAIR'S REMARKS

Chair Fortier welcomed Joe Butts as a new Commission member, representing the NH Permanent Firemen's Association. Commissioner Butts received a round of applause. He stated he is looking forward to working with everyone.

IV. COMMITTEE REPORTS

Item 1. Emergency Medical Services Liaison. Commissioner Duquette stated that because of House Bill 303 there are a lot of things going on with the EMS Trauma Coordinating Board. Sue Prentiss, who previously worked for the Division of Emergency Medical Services, is back on a grant as a private consultant for EMS. She did a presentation to the Board on goals which was very impressive. The Board is working on identifying what people need and expect.

Commissioner Duquette reported that yesterday, September 4, was the hearing for the new EMS Administrative Rules. He said there was a lot of confusion regarding the Rules as they could be downloaded off the internet; however, the addendum could not be downloaded. There are a lot of proposed changes. There were three public hearings set up. The next one is to be held at Littleton Hospital; they will be giving a tour of their new hospital at that time also.

Item 2. Curriculum Review. Commissioner Duquette reported on the following curriculum issues:

- a. Confined Space Rescue: Waiting for a pilot program to be scheduled at the Fire Academy.
- b. Driver/Operator: The Driver/Operator Visiting Committee met again. Commissioner Duquette distributed copies of what the Committee came up with for Pumping Apparatus. They are now looking to do a pilot program. They are not sure of the hours it will take.

Commissioner Duquette reported that a train-the-trainer for new instructors was done recently. Commissioner Plummer asked how many Driver/Operator instructors we have; Chief McPherson answered that we have 12. Commissioner Plummer asked how someone becomes a Driver/Operator

instructor. Commissioner Duquette replied that we had someone come in from the National Academy for Professional Driving (NAPD) to teach it. He noted that to teach someone new at this point would be possible but very expensive to do.

Commissioner Duquette reported that, in the past when the program was offered in full-time departments, instructors were exchanged between departments, such as he would help Commissioner Hatfield and Commissioner Hatfield would help him. Commissioner Hatfield stated that, when Mike Howard was on their department, he did the teaching; then Rick Wood did it, but he has moved to Nashua's Fire Marshal's Office. The cost per person is \$1,800.00.

Commissioner Cartier asked if Commissioner Duquette feels that we have enough instructors now. Commissioner Duquette replied yes. He said that the classroom part is fine. It's a little tough to do the practical, but we also have one Fire Academy staff person who can teach it.

The Driver/Operator – All Vehicles program is the same as it was.

Motion by Commissioner Hatfield, seconded by Commissioner Cartier, to approve two pilot programs for Driver/Operator: Apparatus with Pumps, one to be held in-house and one to be held in the field. Motion passed unanimously.

Commissioner Duquette said we need to look at training people for the ARFF vehicle. We have had people from Pease and Manchester Airport involved with that. Director Mason reported that there will be a training course with Oshkosh in the near future. Commissioner Hatfield stated that they have had Oshkosh in the past and they do a real good job of training, including bringing the manuals with them.

Director Mason said that the Commission members can do what they want for ARFF certification, but we won't have others coming in to drive our ARFF truck. He said he doesn't see a reason to have a stand-alone program. The driving part everyone would want to do on their own vehicles. Commissioner Hatfield noted that each ARFF vehicle is different, and he agrees with the Director. Commissioner Duquette said that departments are going to bring their own vehicles when they come for training. Commissioner Butts said that you can operate the vehicle without being behind the wheel. Director Mason stated that we will have an operational policy for the ARFF vehicle. He noted

that the cost of that truck was quite a bit higher than all three of the others put together.

Commissioner Duquette stated that he has not heard from Dr. Munroe regarding the ARFF Visiting Committee. Chief McPherson reported that they have adopted the Maryland curriculum for ARFF.

Commissioner Duquette reported that Driver/Operator: Aerial will be after that. He noted that, like ARFF, we will probably just look at a program such as IFSTA.

- c. NFPA Standards: Commissioner Hatfield reported that the first Visiting Committee meeting was held regarding NFPA 1031—Professional Qualifications for Fire Inspector and Plan Examiner, NFPA 1033—Professional Qualifications for Fire Investigator, and NFPA 1035—Professional Qualifications for Public Fire and Life Safety Educator. They had quite a few people attend, and it was a real positive meeting. They were tasked with a discussion of each Standard and if it is needed; the answers came back yes.

The Visiting Committee members wanted to start working on the Standards right away. The top three discussed were Alabama, Maryland, and New York. There was some discussion about Massachusetts. Rick Wood was made the chair of the Visiting Committee. Commissioner Hatfield said he would make the recommendation that we allow the Visiting Committee to move forward to find the best programs in the three areas. Commissioner Chalk stated that this is a good idea.

Director Mason asked if there had been any response from the State Fire Marshal's Office. Commissioner Hatfield answered that he contacted them multiple times, but no one showed for the meeting and he never got a telephone call from them.

Director Mason reported that Maryland used Department of Defense so we might want to go look at that curriculum.

Commissioner Hatfield reported that Commissioner Chalk explained to the Visiting Committee what the guidelines are for a visiting committee.

Motion by Commissioner Plummer, seconded by Commissioner Cartier, that the NFPA Standards Visiting Committee go ahead with developing the curriculums for NFPA 1031—Professional Qualifications for Fire Inspector and Plan Examiner, NFPA 1033—Professional Qualifications for Fire Investigator,

and NFPA 1035—Professional Qualifications for Public Fire and Life Safety Educator. Motion passed unanimously.

Item 3. Fire Marshal's Office. Director Bliss was absent.

Item 4. Forest Protection Bureau. Commissioner Nelson was absent but had provided a written report which was in each Commission member's packet (see attached).

Item 5. Physical Performance Entrance Examination Review. Commissioner Chalk reported that the Public Hearing for the Rules changes regarding CPAT was postponed from September 5 to the October 3, 2001 Commission meeting. Director Mason stated that Sherry Kelloway is filing the new Rules and it should be an easy process. The two public hearings will be at 9:30 a.m. and 6:30 p.m. on October 3.

Item 6. Rapid Intervention Teams (RIT). Commissioner Cartier reported that at the RIT Visiting Committee's meeting in July, Chris Silver put together a program and showed it to the Committee members. The Committee members then asked Mr. Silver to make the presentation to the full Commission.

Mr. Silver made a short presentation to the Commission. He stated that this is a 20-hour program, with about three to four hours of classroom. The program has been broken down into four sections for the classroom part: (1) Principles of Fire Fighter Safety & Survival, (2) Self-Rescue Skills, (3) Principles of RITs, and (4) RIT Operations.

Commissioner Porter noted that some RIT programs have been run around the State. He asked if the Committee looked at all of those. Mr. Silver explained that they looked at many programs. They picked the best sections of each program to put into our program. Commissioner Cartier further explained that they had people on the Committee who had taken some of the programs so they knew which was good and which were not so good. Mr. Silver stated that the New York State and the NH Seacoast Area programs were the best, so they put those two together for this program. Commissioner Cartier noted that the Committee did a real good job.

Chair Fortier asked, since it's a certificate program, do we need pilots. Director Mason said that the reasons for the pilot programs are (1) to make sure you meet all the objectives and (2) that you meet the time frame. He said he thinks the Commission can just adopt the program as is.

Motion by Commissioner Hatfield, seconded by Commissioner Plummer, that the Commission approve the Rapid Intervention Team (RIT) certificate program.

Director Mason said that the Visiting Committee can give us a list of instructors who can teach it now. If someone meets the prerequisites, he/she can teach it, which is what we do in a lot of programs.

Commissioner Porter stated that he thinks this Committee should be congratulated for getting this program ready so fast. He asked if the Commission approves it, are we all done with it. Chair Fortier answered that, if NFPA comes out with a Standard, then we would have to look at it again. Commissioner Duquette said that he thinks we should send this to NFPA and ask them to adopt it as the national standard.

Motion passed unanimously.

Item 7. Academy Awards. Commissioner Cartier announced that today is the deadline for nominations for Academy Awards. He has received three nominations.

Director Mason suggested that the Academy Awards Committee meet at lunchtime today. We need to notify the recipients, get their guest lists and issue invitations, and order the plaques.

The schedule for November 7 will be:

- 9:30 a.m. - Regular monthly Commission meeting
- 12:00 noon - Luncheon for all the past Commission members we can locate
- 1:00 p.m. - Legislative History of Fire Standards & Training presentation and Tour of the Fire Academy
- 3:00 p.m. - Awards presentations to past Commission members
- 5:00 p.m. - Academy Awards rehearsal
- 5:30 p.m. - Dinner
- 7:00 p.m. - Academy Awards ceremony

V. REPORT OF THE DIRECTOR

Item 1. Director's Report #54 covered the following subjects: 1) Sue Retirement/Promotion, 2) HB 303 Status, 3) ARFF, 4) Dormitory Addition, 5) Academy Tours, and 6) Administrative Rules.

Further discussion was held on:

- 1) Director Mason stated that he really appreciates Sue Beaudoin's support over the past years. He noted that thankfully she is staying on part-time because he doesn't know how much information is in her head. She received a round of applause from the Commission members.

- 2) Director Mason reported that hopefully we will have five programs up and running by the Spring due to HB 303. He also reported that we received the Department of Justice grant to run programs in Sullivan, Strafford, and Cheshire Counties. There is also enough of a balance, except for the cost of books, in the last DOJ grant for us to run another Firefighter I program in Coos County.
- 3) Director Mason invited everyone to view the new ARFF truck before lunch today. After lunch, Chief McPherson will be giving a tour of the ARFF facilities for those who are interested.
- 6) Director Mason noted that his report indicates that a copy of the Administrative Rules are attached; however, he didn't have a clean copy. As soon as it is available, he will get a copy out to each Commission member.

Other items discussed were:

- 7) The revenue projected for this year is \$3.5 million.
- 8) A schematic drawing of the Fire Fighters' Memorial was shown.
- 9) Regarding extensions granted at previous meetings:
 - Petrain is all set; has met the certification requirement
 - Johanson needs training; Commissioner Hatfield reported that it's his understanding that he was injured off the job; he finished the program but has not been able to test yet
 - Kenney is all set; has met the certification requirement
 - Martin is all set; has met the certification requirement
 - Knox is all set; has met the certification requirement
 - Dunn is all set; has met the certification requirement
- 10) Commissioner Cartier noted that the parking lot and the grounds look great. He asked if we are on city sewage yet. Director Mason answered that we are looking to hook up with Concord. Commissioner Flynn said that by doing three stories instead of two for the dormitory addition we would save money and we could then afford to hook to Concord.

VI. OLD BUSINESS

Item 1. C2F2. Commissioner Hatfield stated that any new fire fighter in the State of New Hampshire needs to meet the C2F2 requirement within one year of hire. He asked if the Commission voted on this and how do fire departments pay for it. Director Mason responded that both fire and police have had rules in place before the 28-A rule was put in place, which was around 1984-1985. At one point Police Standards & Training wanted to add one week to their Recruit School. The Legislature didn't want to freeze anyone in time, so they said that was permissible.

It's an existing program that is just updated in time. We are now catching up with what Police Standards & Training is doing.

Police Standards & Training calls different departments to provide instructors free of charge for their programs. If they didn't do that, they would have to seek tuition from the students. We run the opposite because we pay the instructors.

Commissioner Hatfield said that the Commission didn't hold the public hearings on this. Director Mason stated that we held two public hearings on it but no one appeared from the public.

Commissioner Hatfield said that we are going to run into payroll issues or you won't be able to keep the students overnight. Director Mason reported that police and fire are exempt from the Fair Labor Standards Act (FLSA). Commissioner Butts stated that Attorney Moulin determined you have to pay them for classroom time only; time at night is noncompensatory.

Director Mason read the motion that passed regarding C2F2 on November 1, 2000 which is: "To have the proposed C2F2 (Certified Career Firefighter) be the prescribed course of study for Certified Career Firefighter in accordance with FIRE 701.02. Today should start the 60-day comment period with two Public Hearings on December 6, 2000, one at 2:00 pm and one at 7:00 pm at the Fire Academy as outlined in RSA 21-P:29, III. This program will be effective January 1, 2001 with those holding Firefighter II on that date are eligible for employment until January 1, 2002 in accordance with RSA 21-P:29, I."

Commissioner Hatfield said that Nashua is revisiting their hiring policy—do they make it mandatory that they get C2F2 before they hire them. Director Mason noted that Manchester is bringing their recruits to the Fire Academy for the two weeks of C2F2 for their Recruit School.

Item 2. Fire Service Instructor I. Commissioner Hatfield asked if we have a Fire Service Instructor I program scheduled in the future. Director Mason replied that we have three scheduled; one is in Vermont for Jim Litevich. Chief McPherson noted that we hope to run two a year, one in the Spring and one in the Fall.

VII. NEW BUSINESS

Item 1. Standard Operating Guideline. Commissioner Cartier asked if we have any help for volunteer fire departments; can we give them some guidance. Director Mason said that, if any department calls him, he will put them onto a department who has a

real good Standard Operating Guideline (SOG). He noted that Scott Weeden with the NH Municipal Association (NHMA) helps people. Commissioner Cartier asked if they will help people who are not members of NHMA; Director Mason said he thinks so.

Commissioner Cartier asked if we should have a clearinghouse at the Fire Academy or some way they can get that information. Commissioner Chalk asked if we could send out a notice that we would like copies for our library. Director Mason said that we did that shortly after he arrived as Director, and we received no response. Commissioner Cartier asked if we could put it out again in a different way. Commissioner Duquette asked about making it a project for an intern. Commissioner Hatfield noted that we could make it a project for a Fire Officer program.

Commissioner Cartier will submit an article for the October *Fire Service News* requesting information on SOGs.

Item 2. Residency Issues. Commissioner Hoglund asked if residency issues are local or State; Director Mason replied they are local.

Item 3. Sprinkler Head Recall. Commissioner Hoglund asked if anyone had seen information on the sprinkler head recall. He said there is a website with 26 pages. Commissioner Russell stated he thinks the State Fire Marshal's Office said they were involved with that.

Item 4. Truss Roofs. Commissioner Russell said that, during a Code Enforcement Officer interview, one candidate stated that a truss roof can come down easier than a non-truss roof construction. He asked if that statement is true, and was told it is.

VIII. RETREAT ITEM DISCUSSION

Item 1. Selection for Next Commission Meeting. Chair Fortier noted that no Retreat item was selected for discussion for this meeting. It was decided that Industrial Fire Training would be discussed at the next meeting. Chair Fortier said that questions to be considered are:

- (1) Is it paying for itself?
- (2) How much staff time does it take?
- (3) Is it worth it?

Chair Fortier assigned Commissioner Butts to review this and present a report at the next meeting.

IX. GOOD OF THE ORDER

Item 1. Fire Fighters' Memorial Bell. Commissioner Chalk reported that the bell for the Fire Fighters' Memorial is here at the Fire Academy now. It is from a church in Gorham, and it is rare and very valuable. He has spoken to a company who will get us the shipping records on the bell. This is one of the ones that is called "Tiffany of Bells." The gentleman would like to see the bell in place when we dedicate it; he said you don't find bells like this.

Commissioner Chalk further reported that he has found a person who knows about cleaning the bell, and he has some fire service experience. This person said you clean it; you don't lacquer it.

Commissioner Chalk said that we had to get an architect from Ohio on board because New Hampshire doesn't have landscape architects. The architect has been here to survey the site.

The bell is going to Gorham this weekend for the NH State Firemen's Convention parade. Commissioner Chalk mentioned that the bell is not insured. Commissioner Hogle said that we should have theft and vandalism insurance. Commissioner Chalk will check on that. He noted that the bell weighs an estimated 1,500 pounds and is cast bronze.

Item 2. State Firemen's Association. The State Firemen's Association Convention is being held in Gorham this weekend.

X. ADJOURNMENT

Motion made, seconded, and passed to adjourn at 11:25 a.m.

Respectfully submitted,

Richard A. Mason, Director